

Ohio Department of Job & Family Services

Bureau of Child Care & Development
 Center Monitoring and Technical Assistance
 161 S. High St, Suite 300



Department of
Job and Family Services

Akron, OH 44305
 (330) 252-6560

COMPLIANCE INSPECTION

| | | |
|---|---------------------------------------|--|
| Name HEAD START AT FIVE POINTSII CHILD DEVELOPMENT CENTER | | License Number 106218 |
| Address 670 W EXCHANGE ST AKRON, OH 44302 | | County SUMMIT Phone Number (330) 253-6221 |
| Inspection Date - Time 12/28/2016 - 09:10 AM to 03:45 PM | Inspection Date - Time (Day 2) N/A | Inspection Date - Time (Day 3) N/A |
| Inspection Type Standard | Inspection Scope Full | Inspection Notice Unannounced |
| Administrator's/Designee's signature indicates acknowledgement of the report only, not necessarily agreement with the findings. | | |
| _____ BETH RAGLE | | _____ Kalessa Edgerson |
| Date | | Date |
| | | 12.28.16 |

All licensed child care providers are required to post, at a minimum, all substantiated complaint investigation allegation findings, as well as all regular inspection findings, in a conspicuous place at the center/type A home. For complete records of child care licensing inspections and complaint investigations, including all allegations, please contact the Child Care Help Desk at 1-877-302-2347 option 4, or the child care website at <http://jfs.ohio.gov/CDC/childcare.stm> for a public records request.

Note: All Findings/Corrections printed in **RED** are considered serious risk violations. Documenting Statements, Supplemental Information and Rationales may be included in this report; this information is provided for technical assistance, and may not be associated with any Out of Compliance items. A serious risk noncompliance finding may impact a quality-rated program's SUTQ rating.

License/Approvals

- 5101:2-12-07: Inspection and Investigation Rights In Compliance
- 5101:2-12-09: Application Denial/License Revocation Compliance Not Verified
- 5104.02/5104.04: License/Report Posted In Compliance

| License Location | Report Location |
|------------------|-----------------|
| Main Hall | Main Hall |

Documenting Statements/Supplemental Information

The license and all inspection reports were posted as required.

- 5101:2-12-03: License Capacity (E) In Compliance

| Age Group | License Capacity | Current Enrollment | | |
|----------------------|------------------|--------------------|-----------|--------|
| | Totals | Full Time | Part Time | Totals |
| Infant | | 8 | 0 | 8 |
| Younger Toddlers | | 5 | 0 | 5 |
| Under 30 Months | 25 | | | 13 |
| Older Toddlers | | 3 | 0 | 3 |
| Preschool | | 37 | 17 | 54 |
| Schoolage | | 0 | 0 | 0 |
| Totals: | 75 | 53 | 17 | 70 |
| Staff Needed: | 10 | | | |

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License/Approvals

Documenting Statements/Supplemental Information

The center was operating within their license capacity limits.

5101:2-12-10: Building Approval (E)

In Compliance

| |
|----------------------------|
| Building Department |
| Summit County |

| Structure Name | Use Group | Approval Date | Occupancy Limit |
|---------------------|-----------|---------------|-----------------|
| 670 W. Exchange St. | E | 04/02/1991 | 128 |
| 670 W. Exchange St. | E | 11/02/2010 | 75 |

5101:2-12-11: Fire Department Approval (E)

In Compliance

| | |
|----------------------|----------------------|
| Approval Type | Approval Date |
| Annual Inspection | 09/02/2016 |

5101:2-12-12: Food Service Licensure/Food Catered

In Compliance

| | |
|--------------------------|--------------------------|
| License/Exemption | Health Department |
| Class 3 | Summit County |

Space/Program

5101:2-12-13: Indoor Floor Space

In Compliance

| Room | Area |
|----------------------|--------------|
| Over 2 1/2 Years Old | 3000 Sq. Ft. |
| Total Area: | 3000 Sq. Ft. |

Total Children: 85
(The number of children permitted is based on the total square footage.)

5101:2-12-13: Separation of Infants and Toddlers Under 2 1/2 Yrs

In Compliance

| Room | Area | Children Allowed |
|------------------|-------------|------------------|
| Room 2 - Infant | 720 Sq. Ft. | 20 |
| Room 3 - Toddler | 720 Sq. Ft. | 20 |

5101:2-12-14: Onsite Outdoor Play Space (*)

In Compliance

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Space/Program

| Play Space | Area | Children Allowed |
|---------------------------|--------------|------------------|
| Infant/Toddler Playground | 2850 Sq. Ft. | 47 |
| Preschool Playground | 5120 Sq. Ft. | 85 |

Documenting Statements/Supplemental Information

The outdoor play area was separated from traffic and other hazards by a fence.
The quarterly playground inspection(s) were completed and documented, as required.

5101:2-12-14: Outdoor Play Equipment In Compliance

Documenting Statements/Supplemental Information

All equipment in the outdoor play space was observed to be anchored and stable.
Outdoor equipment was viewed to be safe and free of rust, sharp points, and other hazards.
The playground safety kit was used during the playground inspection on 5/3/16 to verify the outdoor play equipment was free from entrapment hazards and unsafe and protruding bolts.

5101:2-12-14: Outdoor Play Fall Surface In Compliance

Documenting Statements/Supplemental Information

The protective material used under outdoor equipment was poured rubber surfacing.

5101:2-12-14: Parks/Indoor Play Space N/A

5101:2-12-15.3: Smoke Free Environment In Compliance

Documenting Statements/Supplemental Information

No smoking was allowed on the premises, and the notice stating that smoking is prohibited was observed posted in a conspicuous place.

5101:2-12-17: Swimming and Water Safety (*) N/A

5101:2-12-18: Transportation Procedural Requirements (*) N/A

5101:2-12-18.2: Transportation/Driver Requirements (*) N/A

5101:2-12-18.1: Transportation/Vehicle Requirements (*) N/A

5101:2-12-23: Evening and Overnight Care (Between 7:00 PM - 6:00 AM) N/A

Classroom

5101:2-12-15: Safe Indoor Equipment/Environment (*) *Out of Compliance*

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Classroom

Code

This rule requires the center to provide a safe environment for the children, including safe furniture, materials, equipment and surroundings.

Findings/Corrections

Children in care shall be protected from any items and conditions which threaten their health, safety, and well-being. During the inspection, it was determined that the following hazardous conditions existed at the center: chipped paint was accessible to children in the toddler room; preschool rooms.

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Compliance Response Due by: 12/28/2016

5101:2-12-15: Sanitary Indoor Equipment/Environment In Compliance

Documenting Statements/Supplemental Information

During the inspection, the equipment was observed clean and in good repair.

5101:2-12-15.4: Toothbrushing In Compliance

Documenting Statements/Supplemental Information

Toothbrushing is practiced by the center and it was observed to meet the requirements outlined in the rule.

5101:2-12-16: Programming Environment In Compliance

Documenting Statements/Supplemental Information

On the day of the inspection, developmentally-appropriate practices were observed in the infant; toddler; preschool classroom. Daily schedules were observed posted.

5101:2-12-16: Equipment/Materials In Compliance

Documenting Statements/Supplemental Information

Sufficient equipment was observed in all categories.

5101:2-12-19: Cots In Compliance

| Cots Needed | Cots Verified | Mats Verified for School Age |
|-------------|---------------|------------------------------|
| 12 | 49 | N/A |

Documenting Statements/Supplemental Information

Cots were assigned individually by a number system. The rest area had adequate lighting, which allowed for the visual supervision of children.

5101:2-12-20: Staff/Child Ratios (E) In Compliance

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Classroom

| Ratios | Age Group | Observation | Notes |
|--------|-----------------------|-------------|--------------------------------|
| 2 : 5 | < 12 Months | 1st | Transition to gross motor room |
| 2 : 6 | 18 Months < 30 Months | 1st | Gross motor |
| 1 : 4 | 3 Years < 4 Years | 1st | Centers |
| 2 : 6 | < 12 Months | 2nd | Lunch |
| 2 : 6 | 18 Months < 30 Months | 2nd | Lunch |
| 1 : 6 | 3 Years < 4 Years | 2nd | Lunch |
| 2 : 6 | < 12 Months | 3rd | Nap |
| 1 : 6 | 18 Months < 30 Months | 3rd | Nap |
| 1 : 6 | 3 Years < 4 Years | 3rd | Nap |

Documenting Statements/Supplemental Information

Staff/child ratios observed during the inspection surpassed those required by the rule.

5101:2-12-20: Group Size (*) In Compliance

Documenting Statements/Supplemental Information

The center maintained smaller group sizes than required by the rule.

5101:2-12-20: Supervision (E) In Compliance

Documenting Statements/Supplemental Information

Child-care staff members were observed properly supervising the children and were able to intervene as needed.

5101:2-12-21: Care/Nurturing of Children (*) In Compliance

Documenting Statements/Supplemental Information

During the inspection, child-care staff in the infant; toddler; preschool classroom were observed assisting children throughout the day.

5101:2-12-22: Child Guidance/Management (*) In Compliance

Documenting Statements/Supplemental Information

Appropriate child guidance and management techniques were observed being used during the inspection.

5101:2-12-34: Medical/Dental/General Emergency Plan (*) In Compliance

Documenting Statements/Supplemental Information

On the day of this inspection, the complete prescribed medical, dental, and general emergency plan(s) were posted in the center as required.

Posted documentation for completed fire drills was verified during this inspection.

Staffing/Attendance

5101:2-12-20: Children Combined When No More Than 12 on Premises N/A

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Staffing/Attendance

5101:2-12-20: Second Adult N/A

5101:2-12-20: Attendance In Compliance

Documenting Statements/Supplemental Information

During the inspection, attendance records were reviewed. Child-care staff members were viewed recording the attendance for each child upon arrival and departure. All attendance records met the requirements of the rule and were kept with the group at all times.

5101:2-12-20: Substitutes In Compliance

Documenting Statements/Supplemental Information

The center had enough child-care staff members to substitute for each other in the event of a staff absence.

Staff Requirements

5101:2-12-24: Administrator Responsibilities/Time On-Site (E) In Compliance

| Posted Location | Designee |
|-----------------|----------|
| Office Door | Yes |

5101:2-12-24: Administrator Qualifications (E) In Compliance

| Administrator(s) | Qualifications | Rules Course Completed |
|------------------|--------------------------|------------------------|
| TAMELA GREEN | Bachelors Child Dev./ECE | Yes |

Documenting Statements/Supplemental Information

The request to name Kalessa Edgeron as the administrator along with qualifications in compliance with the rule were submitted prior to the inspection. The administrator change is pending approval.

5101:2-12-25: Child-Care Staff Educational Requirements (E) In Compliance

Documenting Statements/Supplemental Information

All child-care staff members had verification of educational requirements on file at the center.

5101:2-12-25: Employee Records (*) **Out of Compliance**

Code

This rule requires that the center shall secure by the first day of employment and maintain on file for review, information for each employee which includes the following:

1. A current medical examination from a licensed physician, a physician's assistant, advanced practice nurse or a certified nurse practitioner dated within twelve months prior to the first day of employment.
2. A statement signed by the employee which verifies the administrator has reviewed the licensing rules, the center's parent/employee policies and procedures and the center's medical, dental and general emergency plan;
3. Employment records which document the days and hours worked, duties, and group assignments, if applicable, for current employees as well as those who have left the center's employment within the past three years.;
4. Within ninety days of employment, all child-care staff members need to have documentation of completed orientation training.

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Staff Requirements

Findings/Corrections

During the inspection, it was observed that a complete employee statement which verified review of the licensing rules and the review and receipt of the center's policies and procedures and medical, dental, and a general emergency plan, was not on file for each employee as required. Refer to the Employee Record Chart for the names of any staff who did not have a statement on file.

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Compliance Response Due by: 12/28/2016

During the inspection it was determined that the administrator or designee had not conducted orientation training for new child-care staff employed at the center. The rule requires the administrator or designee to present an orientation training covering all topics pertaining to the center, using the outline prepared by the department.

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Compliance Response Due by: 12/28/2016

5101:2-12-26: Statement of Nonconviction and Criminal Records Checks (E) In Compliance

Documenting Statements/Supplemental Information

At the time of the inspection, signed Statements of Nonconviction were on file for all employees listed on the Employee Record Chart.

At the time of this inspection, the required FBI and BCI&I criminal records check results were on file for those employees listed on the Employee Record Chart.

5101:2-12-27: FA/Disease Management/CPR/Child Abuse Prevention (*) In Compliance

Documenting Statements/Supplemental Information

The center had at least one child-care staff member with currently valid training in both First Aid and the Management of Communicable Disease, CPR, and Child Abuse Prevention present; scheduled and readily accessible during all hours of operation.

5101:2-12-28: Inservice Training (*) In Compliance

Documenting Statements/Supplemental Information

At the time of the inspection, all staff were current with inservice training.

Center Policies

5101:2-12-29: Nondiscriminatory Practices In Compliance

5101:2-12-30: Center Information/Policies/Procedures In Compliance

5101:2-12-31: Administration of Medication In Compliance

Documenting Statements/Supplemental Information

The center had complete written documentation for administering medication or food supplements.

5101:2-12-33: Management of Illness In Compliance

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Center Policies

Documenting Statements/Supplemental Information

The Communicable Disease Chart was posted and was readily available to staff and parents in the classrooms.

5104.011: Unlimited Access

In Compliance

Emergency Planning

5101:2-12-35: Incident/Injury Reporting

In Compliance

Documenting Statements/Supplemental Information

The Incident/Injury Reports reviewed during this inspection were complete as required.

5101:2-12-36: First Aid Supplies/Procedures (*)

In Compliance

Documenting Statements/Supplemental Information

The center had a complete first aid kit readily available at the center.

Children's Records

5101:2-12-37: Medical/Enrollment Records

Out of Compliance

Code

Each child attending the center, except those children who are attending a grade of kindergarten or above in an elementary school, shall have a medical statement on file within 30 days of the child's date of admission. The medical statement must have a date of examination within the 12 months preceding the child's date of enrollment and be updated every 13 months after the examination date. The form prescribed by the department, JFS 01234 "Child Enrollment and Health Information", shall be used to secure enrollment, health, and emergency transportation information for children. The completed forms for each child who attends must be maintained on file at the center and updated annually.

Findings/Corrections

In review of 25% of the children's records, it was determined that current medical statements were not on file, as required, for children listed on the Children's Records Review form.

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is not required at this time.

Compliance Response Due by: 12/28/2016

5101:2-12-38: Care Plan for Children with Health Conditions

In Compliance

Documenting Statements/Supplemental Information

The center had current information on the medical status and the required treatment plan for the children with health conditions.

Handwashing and Infant/Toddler Care

5101:2-12-15.1: Handwashing and Standard Precautions (*)

In Compliance

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Handwashing and Infant/Toddler Care

Documenting Statements/Supplemental Information

Staff and/or children were observed washing hands as required by the rule.

5101:2-12-15.2: Diapering and Toilet Training (*) In Compliance

Documenting Statements/Supplemental Information

Appropriate diaper changing procedures were observed during the inspection in the infant room(s).

5101:2-12-40: Infant Daily Program (*) In Compliance

| |
|--------------|
| Daily Record |
| Yes |

Documenting Statements/Supplemental Information

An appropriate program of activities with infants was observed.

5101:2-12-40: Infant Care Giver In Compliance

5101:2-12-41: Infant Food/Formula In Compliance

Documenting Statements/Supplemental Information

All bottles were labeled as required.

All bottles were warmed in accordance with the rules in a: bottle warmer.

5101:2-12-42: Cribs (*) In Compliance

| | |
|-------------|------------------|
| Porta-cribs | Full-sized Cribs |
| 6 | 2 |

Documenting Statements/Supplemental Information

All cribs were spaced two feet apart.

All infants observed in the cribs were placed on their backs to sleep.

Food/Nutrition

5101:2-12-39: Intervals of Meals/Snacks In Compliance

Documenting Statements/Supplemental Information

Meals were provided at intervals as required by this rule.

Snacks were provided at intervals as required by this rule.

5101:2-12-39: Requirements for Meals/Snacks In Compliance

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Food/Nutrition

Documenting Statements/Supplemental Information

Meals served at the center included foods from the four food groups in sufficient amounts.

5101:2-12-39: Menus

In Compliance

Documenting Statements/Supplemental Information

The menu posted reflected the meal served.

5101:2-12-39: Requirements for Food Provided by Parents

N/A

5101:2-12-39: Food Safety and Sanitation

In Compliance

5101:2-12-39: Infant Formula and Toddler Milk

In Compliance

Documenting Statements/Supplemental Information

During the inspection, all infants and toddlers between the ages of 12 and 24 months were served whole homogenized vitamin D fortified cows milk, as required.